

1351.87834  
APPL  
1999  
c.3

27296711

# Applying for Vehicle Titles and License Plates:

## Guidelines for New Illinois Residents

ILLINOIS DOCUMENTS

MAY 27 1999

ILLINOIS STATE LIBRARY

STATE OF ILLINOIS

CERTIFICATE OF TITLE OF A VEHICLE

VEHICLE IDENTIFICATION NO.	YEAR	NAME	ODOMETER
164AB6952BV180027	97	BUICK	22521
MODEL	BODY STYLE	NO CYL	HIPDM
SKYLARK	4D SEDAN	4	25.6
TITLE NO.	ISSUE DATE	PURCHASE DATE	
T0014401001	01/14/00	01/10/00 MOBILE HOME 80 FT	
PURCHASED			
USED TYPE OF TITLE			
ORIGINAL			

MAILING ADDRESS  
BISKEL LOAN AGENCY  
600 W CENTENNIAL ST  
SPRINGFIELD IL 62706

SAMPLE OWNER'S NAME AND ADDRESS  
CARROL D MARGRACE IV  
1513 HILLSPRING CIRCLE  
FARRERSVILLE IL 62533

FIRST LIENHOLDER NAME AND ADDRESS  
BISKEL LOAN AGENCY  
600 W CENTENNIAL ST  
SPRINGFIELD IL 62706

SECOND LIENHOLDER NAME AND ADDRESS

SAMPLE SAMPLE SAMPLE ACTUAL MILEAGE

RELEASE OF LIEN  
I, SARAH WHITE, do hereby release and discharge SAMPLE from all liens or claims against the above described vehicle, which is known to the above named lessor and ammuniences. I am a witness whereupon I have affixed my signature and the great seal of the state of Illinois at Springfield.

DO NOT ACCEPT TITLE SHOWING ANY ERASURES, ALTERATIONS OR MUTILATIONS

D16466015  
CONTROL NO  
  
Jesse White  
Secretary of State

Jesse White  
Secretary of State

# *Providing Services for New Residents*



ILLINOIS STATE LIBRARY



3 1129 00884085 2

Congratulations on choosing Illinois as your new home. Let me welcome you to one of the most hospitable and prosperous states in the nation, a state aptly called the "Land of Lincoln."

As someone who has dedicated my own life to serving the public and the interests of Illinois families, let me assure you that as your new Illinois Secretary of State, I remain committed to providing friendly, efficient and timely service to the citizens of this state. That has always been my top priority, whether it was as a state representative, the Cook County recorder of deeds or the founder of the Jesse White Tumbling Team.

Whether it means cutting bureaucratic red tape, making sure our employees are friendly and courteous or in some other way going that extra mile to get the job done, keep one thing in mind: we're here to serve you.

This brochure provides information to help you obtain an Illinois title and license plates for your vehicle. Please contact the Vehicle Services Department if you need further information about title and registration procedures.

Call toll-free (800) 252-8980 to find out about these and other Secretary of State services.

Sincerely,

*Jesse White*

Jesse White  
Secretary of State

# ***How to Apply***

Fill out an Application for Vehicle Title and Registration (VSD-190). All items must be completed accurately for speedy processing. Documents must be provided to confirm this information:

1. Name and address of the owner.
2. The odometer reading as it appears on the vehicle odometer. Do not include tenths of a mile. Mark one of the three boxes: the odometer reading represents the actual number of miles the vehicle has been driven; the odometer reading does not represent the actual number of miles the vehicle has been driven; or the odometer has rolled over.
3. A description of the vehicle, including year, make, model, vehicle identification number, body type, date of purchase and whether new or used.
4. Names and addresses of any lienholders in the order of their priority.
5. DOCUMENTS: The application must be accompanied by the out-of-state certificate of title or other proof of ownership acceptable to the Illinois Secretary of State's office.

If there is an outstanding loan and the title is being held by an out-of-state lienholder, a copy of either the title, Certificate of Origin, out-of-state registration or Bill of Sale, and a copy of the loan agreement must be submitted in lieu of the title. You may call the Mail-In Title Audit Section (217) 782-6306 for further details if necessary.

## **ADDITIONAL DOCUMENTS:**

Some registration categories require:

- Proof of financial responsibility
- Proof of vehicle inspection certification
- Proof of disability
- Proof of disabled veteran status
- Proof of EX-POW status
- Proof of Congressional Medal of Honor recipient status
- Proof of National Guard status
- Legible photocopy of FCC License

**APPLICATION FOR VEHICLE TITLE AND REGISTRATION**

**PLEASE TYPE OR  
PRINT CLEARLY**

## **SALES TAX**

Vehicles titled and registered in another jurisdiction for three months prior to moving to this state are exempt from Illinois tax, but tax form RUT-50 (if purchased from an individual) or RUT-25 (if purchased from an out-of-state dealer) must be completed showing exempt status. Lessors, lessees, businesses relocating into Illinois, and military persons whose home of record is Illinois are not entitled to this exemption, although depreciation is allowed. Tax form RUT-25 must be completed to allow depreciation.

If you recently purchased and have not titled or registered the vehicle you are bringing into this state, a properly completed tax form, either RUT-25 (if purchased from a dealer) or RUT-50 (if purchased from an individual) and any applicable tax made payable to the Department of Revenue must accompany your application to the Secretary of State's office.

Please see the actual tax forms for further explanation and contact the Illinois Department of Revenue if necessary — (800) 732-8866 (toll free in Illinois), or (217) 782-3336.

## ***What Vehicles Must Be Titled and Registered***

All vehicles used on Illinois public roads must have title and registration. (See Sec. 5/3-402 of the Illinois Compiled Statutes, the state law, for exceptions.) **New residents** have 30 days to apply for Illinois title and registration after establishing residence in this state, provided the vehicle is properly registered in another jurisdiction.

If a motorcycle or motor-driven cycle is not properly manufactured or equipped for general highway use as required by law, it is not eligible for registration but will be issued a distinctive certificate of title.

**TITLE ONLY REQUESTS:** A vehicle title, without registration, may be issued only if the vehicle will not be operated on public roads. An application for vehicle title (VSD-330) is required for this purpose and must be submitted with the proper fee.

## ***Mailing Information***

Titles showing a lien are mailed to the lienholder while others must be mailed directly to the owner at the residence shown on the title, unless requested otherwise.

## ***Fees***

- Title fee ..... \$13
- Title fee for All-Terrain Vehicles (ATV's) and off-road motorcycles **NOT** used in production agriculture ..... \$30

### **ANNUAL LICENSE PLATE FEE FOR:**

- Passenger car ..... \$48
- Environmental ..... 75
- B-truck (gross weight 8,000 lbs. or less) ..... 48
- Motorcycle ..... 30
- Small trailer (gross weight 3,000 lbs. or less) .. 14

### **VANITY LICENSE PLATES**

**(INITIAL FEE IN ADDITION TO FEE SHOWN ABOVE):**

- Passenger car ..... \$75
- B-Truck ..... 75
- Motorcycle ..... 40
- Recreational vehicle ..... 75
- Recreational trailer ..... 40
- Antique vehicle ..... 75
- Person with disabilities vehicle ..... 75

There is an annual fee of \$10 in addition to the regular renewal fee for vanity plates each year thereafter. Other registration fees vary according to the gross weight, special use of vehicle, business concern, etc. The fee instrument is to be made payable to the Secretary of State. Do not send cash.



3 0112 116650182

## Where to Apply

Application may be made in person at:

- Most Secretary of State Driver Services facilities in Illinois
- Customer Service Centers in Springfield:
  - Howlett Building, 501 S. Second
  - 2701 S. Dirksen Parkway
- Any of the branch offices in Chicago:
  - 100 W. Randolph
  - 5401 N. Elston
  - 9901 S. King Drive
  - 5301 W. Lexington

Application also may be mailed to:

Office of the Secretary of State  
Mail-In Title Audit Section  
628 Howlett Bldg.  
501 S. Second  
Springfield, IL 62756

## Renewal Information

All vehicle registrations expire at the end of a month.

As a courtesy to motorists, the Vehicle Services Department mails out registration renewal applications prior to the expiration date. If you do not receive a renewal application, contact this office. **Registrants are responsible for maintaining valid registration.**

Motorists may renew their registration:

- by mail,
- by phone, through the touch tone renewal program,
- at the Customer Service Centers listed in this publication or at most Secretary of State Driver Services facilities in Illinois, or
- through financial institutions (**only** passenger car, B-truck, small trailer and motorcycle).

## Mandatory Vehicle Insurance

All motor vehicles registered and operated in Illinois must be covered by liability insurance—insurance that covers the property damage and/or injuries you may cause others in an accident.

## For More Information

Toll-free (800) 252-8980

Chicago (312) 793-1020

<http://www.sos.state.il.us>

Printed by authority of the State of Illinois  
May 1999—6M—GA-1018